

STAFF MANAGEMENT AUDITOR

REVIEW OF JOB ANALYSIS BACKGROUND INFORMATION

Date of Study: February 16, 2005

Collective Bargaining Identification: R01

Job Analysis Conducted By: John Barlow, Personnel Examining Analyst
Personnel Examining Section
California Department of Corrections

Number of Incumbents: There are 3 incumbents in this classification
per Department of Corrections Filled/Vacant
Position Report dated February 16, 2005.

Names of the Subject Matter Expert(s) and their background:

PATRICIA WEATHERSPOON, SENIOR MANAGEMENT AUDITOR, CDC- HEADQUARTERS

Patricia currently works as a Senior Management Auditor in the Risk Management Division and has been in this classification for 5 years. Prior to her current classification she was a Staff Management Auditor for 5 years. Patricia has been with CDC a total of 10 years.

TIMOTHY ADAMS, SENIOR MANAGEMENT AUDITOR, CDC HEADQUARTERS

Tim currently works as a Staff Management Auditor in the Risk Management Division and has been in this classification for 5 months. Prior to his current classification he was a Staff Management Auditor with CDC for 4 years. Tim has been with CDC a total of 6 years 9 months.

RENE FRANCIS, STAFF MANAGEMENT AUDITOR, CDC HEADQUARTERS

Rene currently works as a Staff Management Auditor in the Risk Management Division and has been in this classification for 8 years. Prior to his current classification he was an Associate Management Auditor for 14 years. Rene has been with CDC a total of 21 years.

ASSOCIATE MANAGEMENT AUDITOR INFORMATION GATHERING

The initial list of tasks and knowledges, skills & abilities statements were identified after conducting a literature review which consisted of:

- State Personnel Board Class Specification-Associate Management Auditor
- State of Nevada Class Specification-Auditor I, Auditor II, Auditor III, Supervising Auditor I, Supervising Auditor II
- State of Kentucky Class Specification-Audit Manager, Audit Supervisor, Auditor I, Auditor II, Self-Insurance Auditor